

Groundwater Extraction Report Interactive Map Guide

This document provides step-by-step guidance for using the interactive map to plot the location of your well and identify the place(s) where the groundwater was used. The guide describes how to plot information for the first time, how to modify existing information, and how to troubleshoot if you encounter problems.

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Plotting Well Location and Place(s) of Use for the First Time

There are eight (8) steps to plot your well location and place(s) of use.

Step 1. Click the Map button on the “Well Form” to start the interactive map. A new browser window will open displaying the interactive map.

4. Click the “Map” button to plot your well location and place(s) of use.

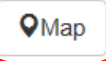
* Well Location APN

* Basin

* County

* Lat/Long

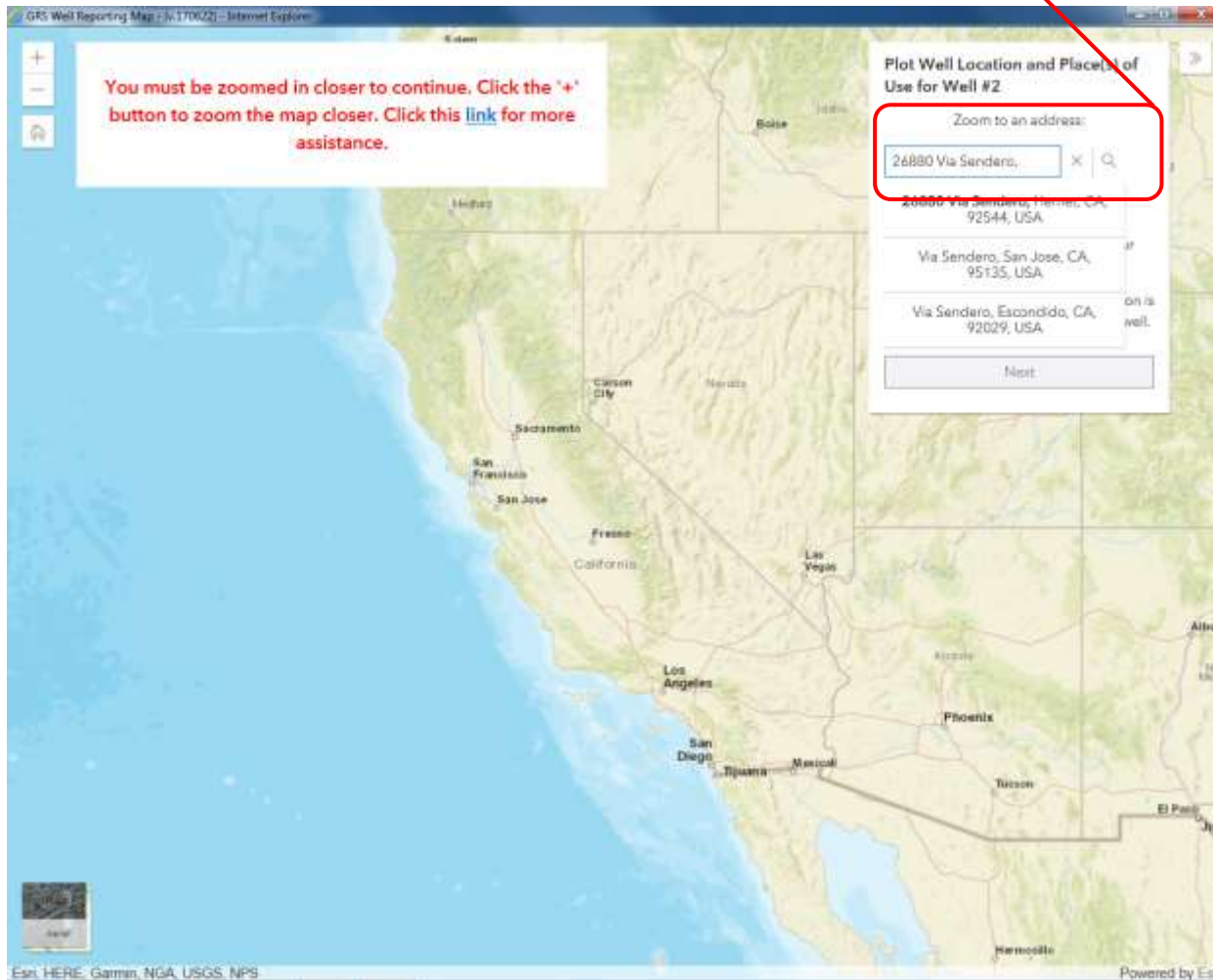
* Place of Use APNs

 Map

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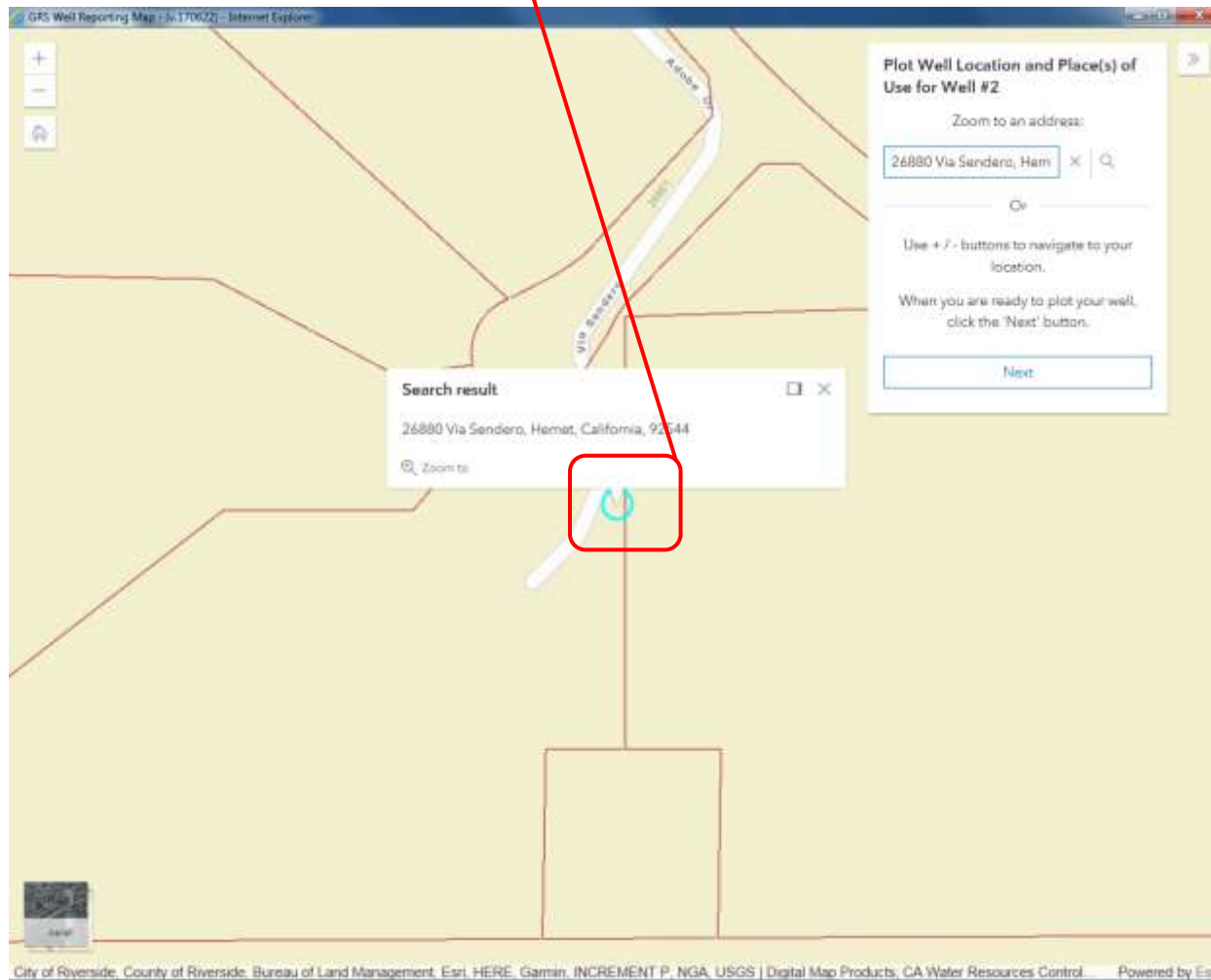
Step 2. Zoom in to the location of the groundwater extraction well. The map will not allow you to plot your well until you are zoomed enough that the **RED** parcel boundary lines appear and the “Next” button turns from **GRAY** to **BLUE**. There are two ways to do this:

A. Type your address in to the “search” box and click the “magnifying” icon.



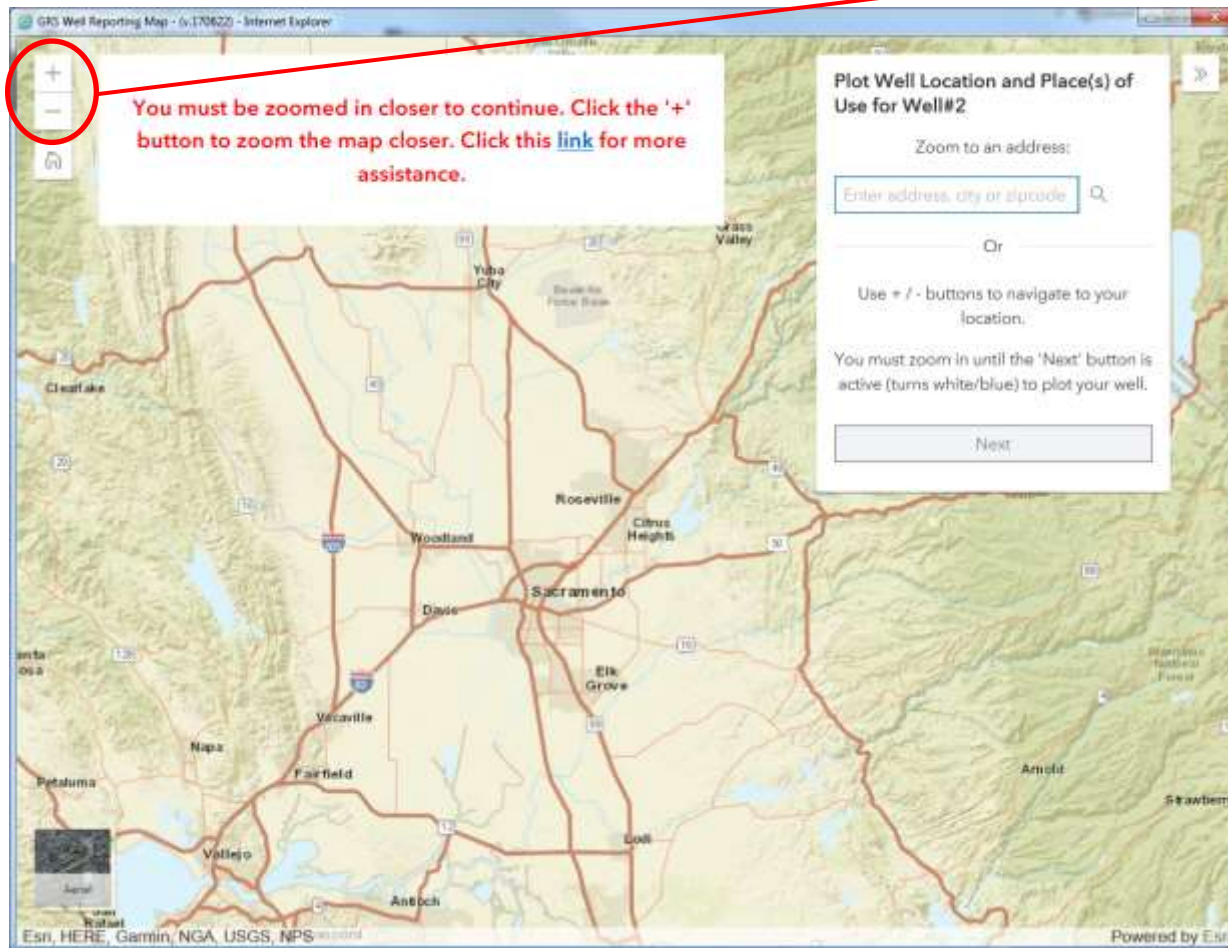
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The search result will show up as a light-blue circle on the map.



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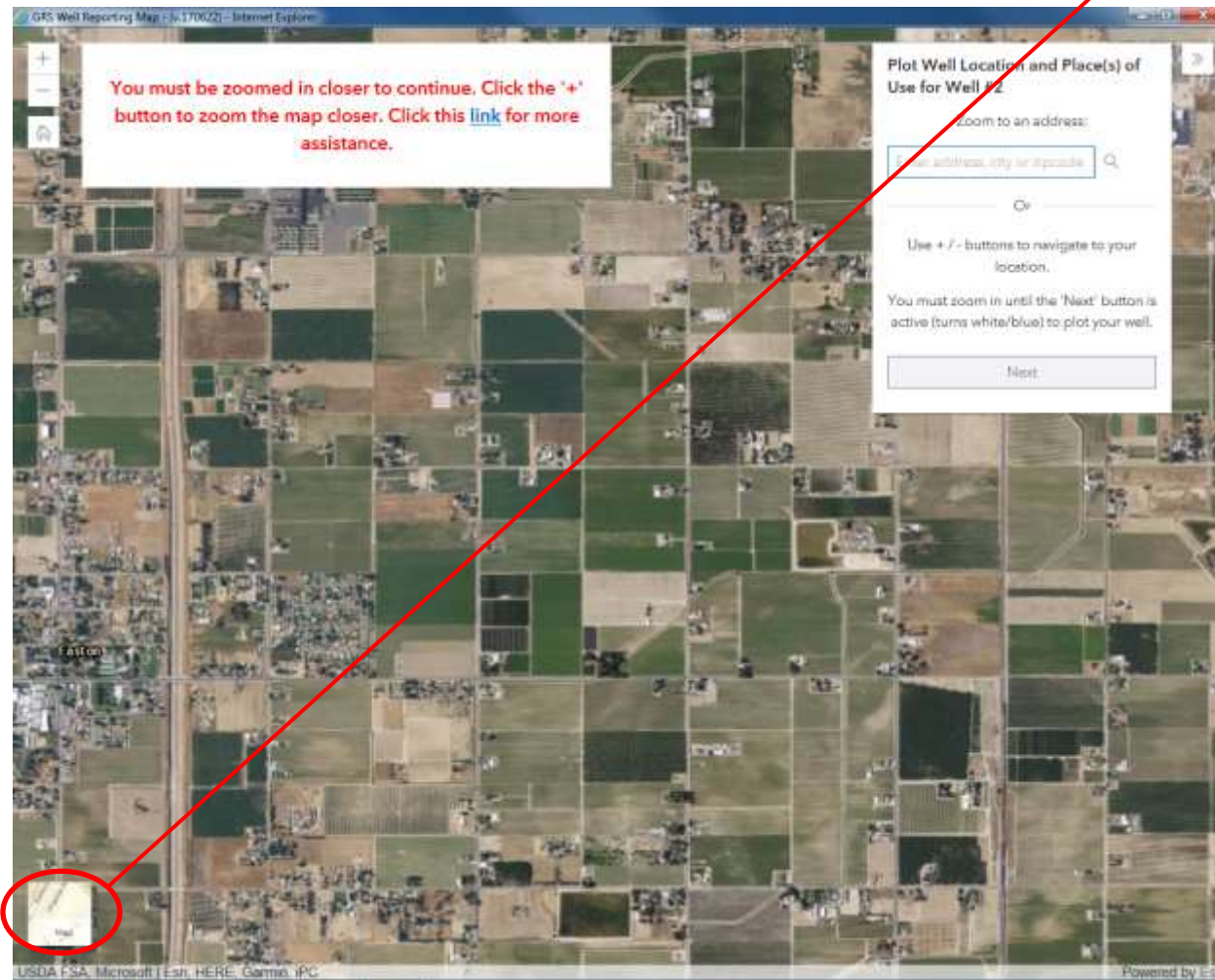
B. The second way to locate your well is by zooming in and out with the “+” or “-” buttons in the top left corner of the window.



To pan (move the viewing window up, down, or sideways), click on the map and move your mouse in the desired direction.

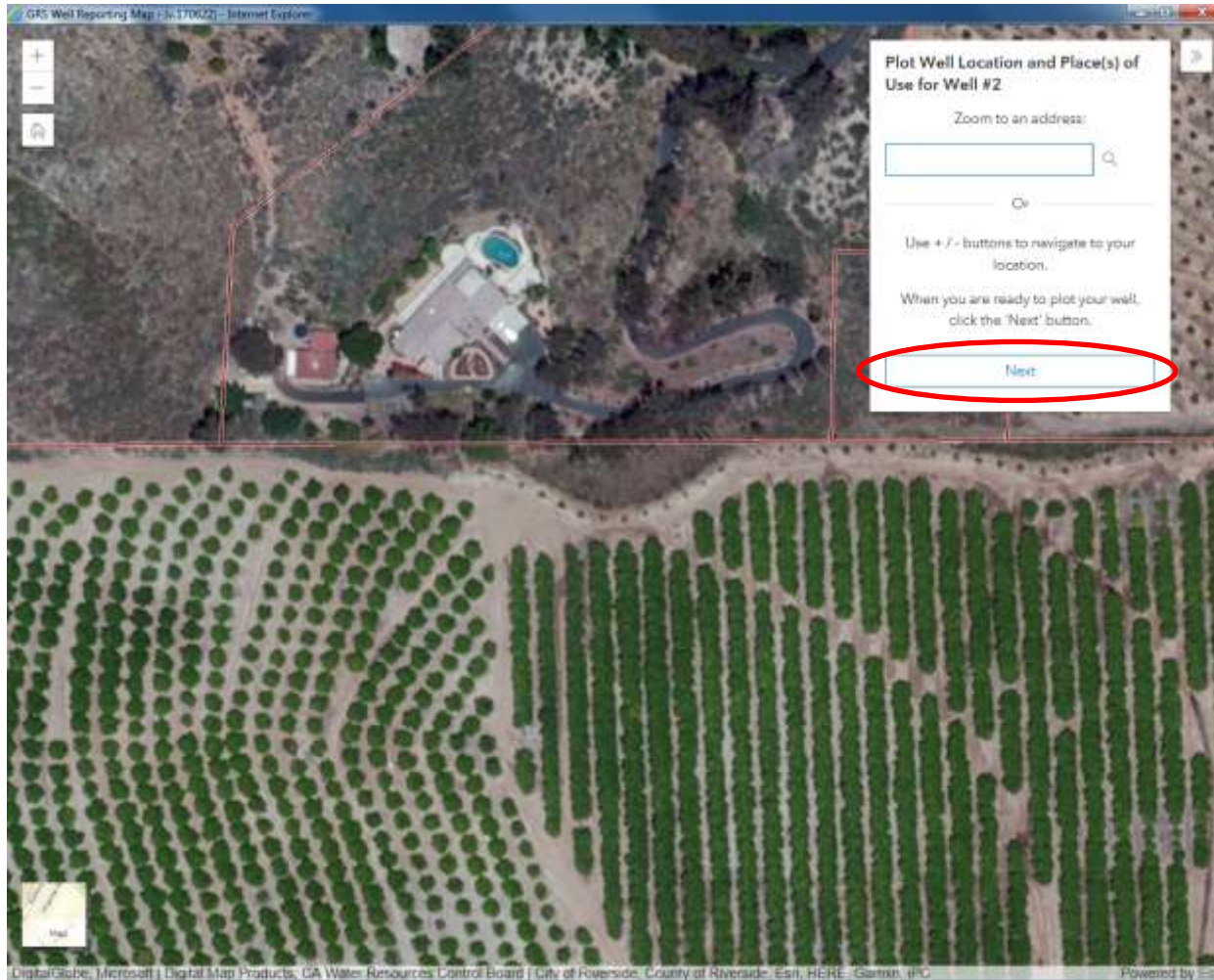
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You may switch between map and aerial image backgrounds by clicking on the small “map” icon at the lower left corner of the window.



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Click the “Next” button when you are zoomed in enough and ready to plot your well. **Zoom in as close as feasible to ensure an accurate well location is provided.**



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Step 3. To plot the well, first click the “Plot Well” button.



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Next, use your cursor to click the location of your well on the map. A light-blue “+” sign will display to indicate the location you have selected for the well.



Last, click the “Submit” button to finalize the well location. If you want to change the selected location, click the “Cancel” button to return to the previous step.

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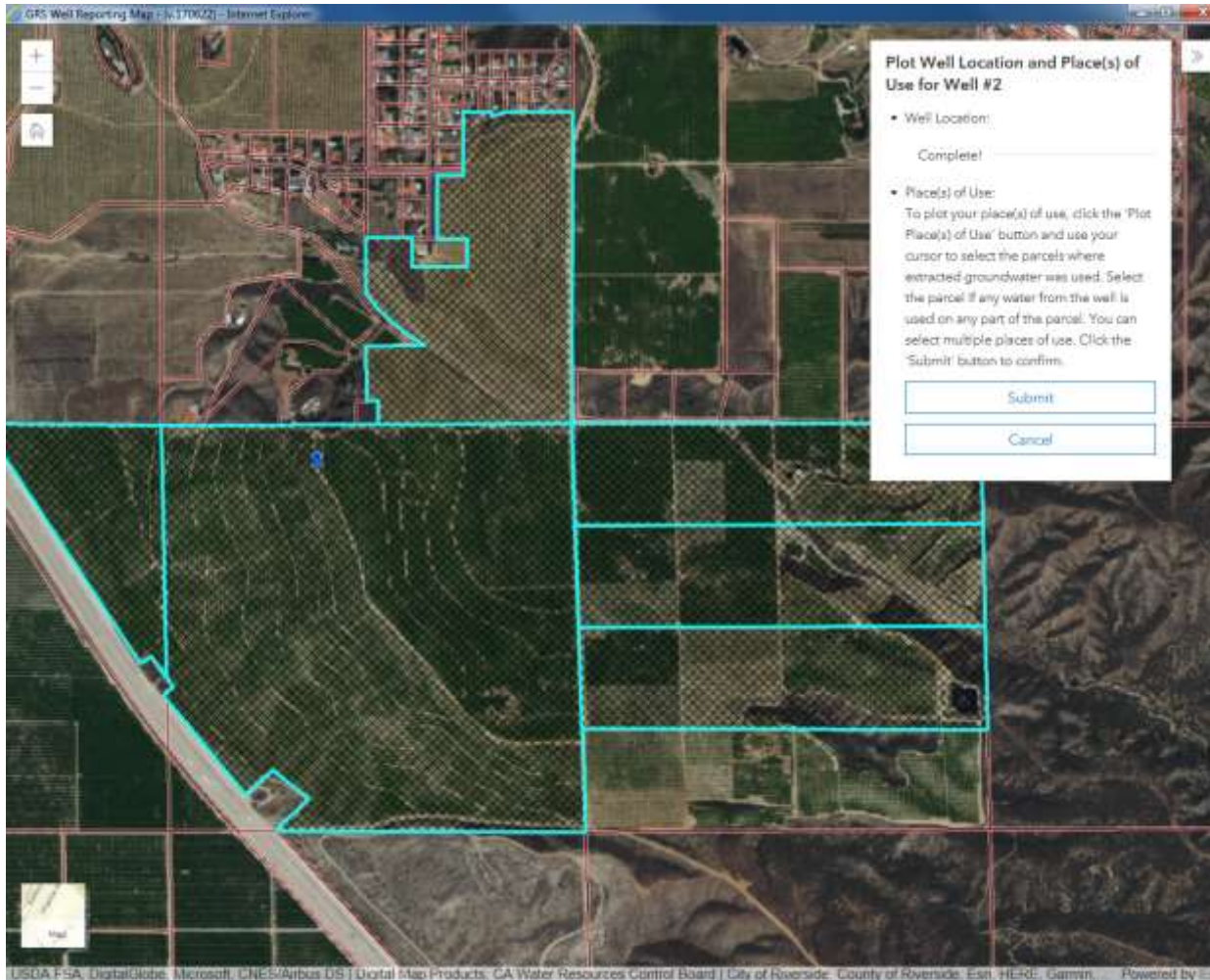
Step 5. After you click the “Submit” button, the well location will turn into a blue pin and the guidance text for plotting the “Place(s) of Use” will appear.



In the next step you will identify any parcels where the groundwater you extracted was used.

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Step 6: Place of use is identified by parcel. Select a parcel if any water from the well was used on any part of the parcel. To select the parcel(s) where the groundwater you extracted was used, first click the “Plot Place(s) of Use” button. Next, click your cursor inside a parcel to select the parcel. A light-blue outline will appear to indicate the parcel(s) you have selected.



You may select multiple parcels.

You may need to zoom or pan to select all of the parcels.

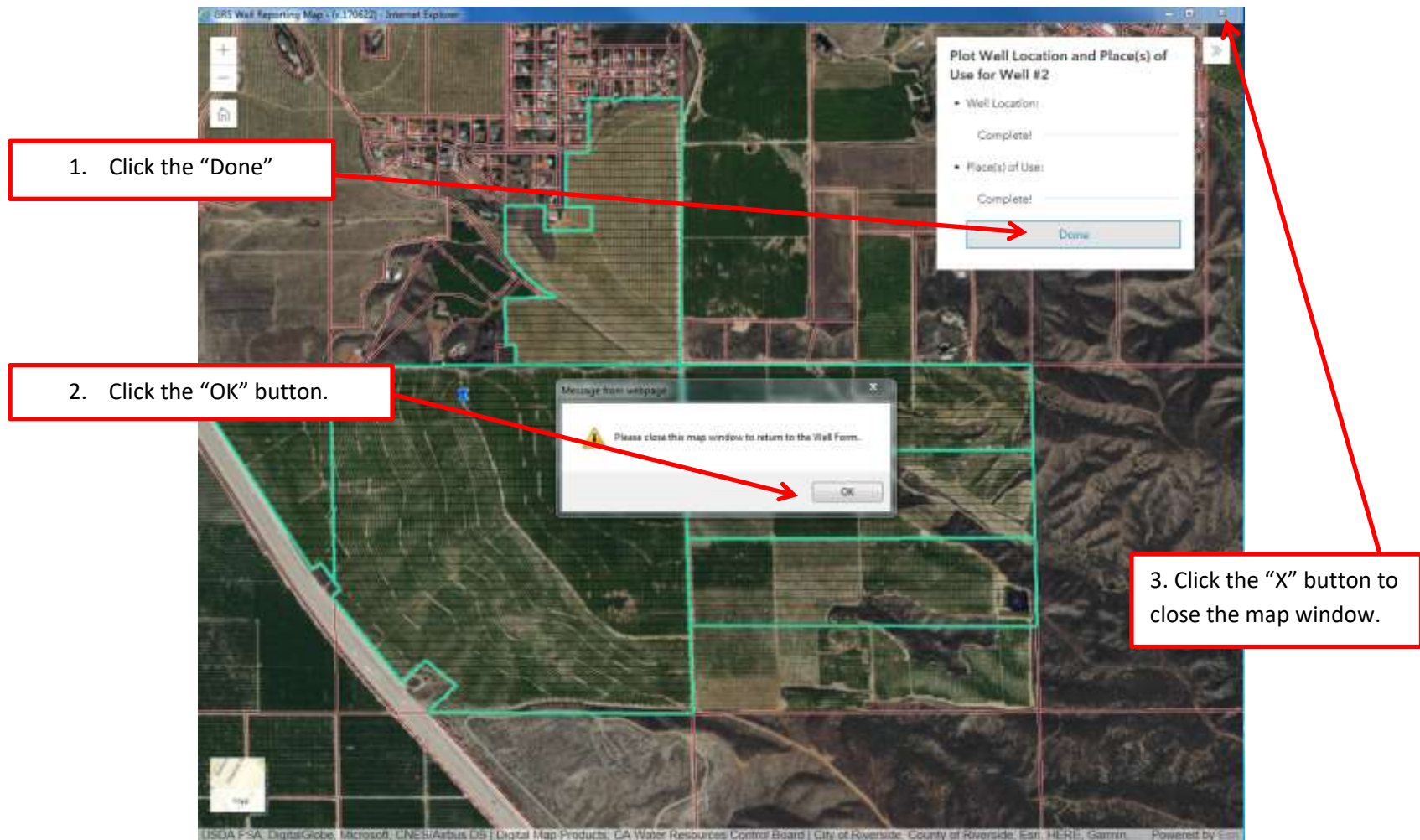
To deselect a parcel, click on the selected parcel a second time. The light-blue outline will disappear to indicate the parcel is no longer selected.

Click “Cancel” if you want to clear all selected parcels and start over.

When you are finished selecting parcels, click the “Submit” button to finalize your place(s) of use.

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Step 7: Once you have submitted the Place(s) of Use, click the “Done” button to end the mapping process. A small message window will prompt you to close the current map window. Click “OK” and then click the “X” button at the top right corner of the interactive map window to close the window, and return to the Well Form. You must close this window before returning to the Well Form to proceed.



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Step 8: The information you provided through the map will be automatically filled in the boxes on the Well Form after a few seconds. See [troubleshooting](#) if you encounter problems at this step.

4. Click the “Map” button to plot your well location and place(s) of use.

 Map

* Well Location APN



* Basin

* County

* Lat/Long

* Place of Use APNs

553090029 SBB&M05S01E16
553090029 SBB&M05S01E15
555140007 SBB&M05S01E16
555140007 SBB&M05S01E22
555140007 SBB&M05S01E21





Modifying Existing Information

If you need to modify information that was previously provided through the interactive map, you may follow the steps below.

Step 1. Click the Map icon to reopen the interactive map window.

4. Click the “Map” button to plot your well location and place(s) of use.

 Map

* Well Location APN

* Basin

* County

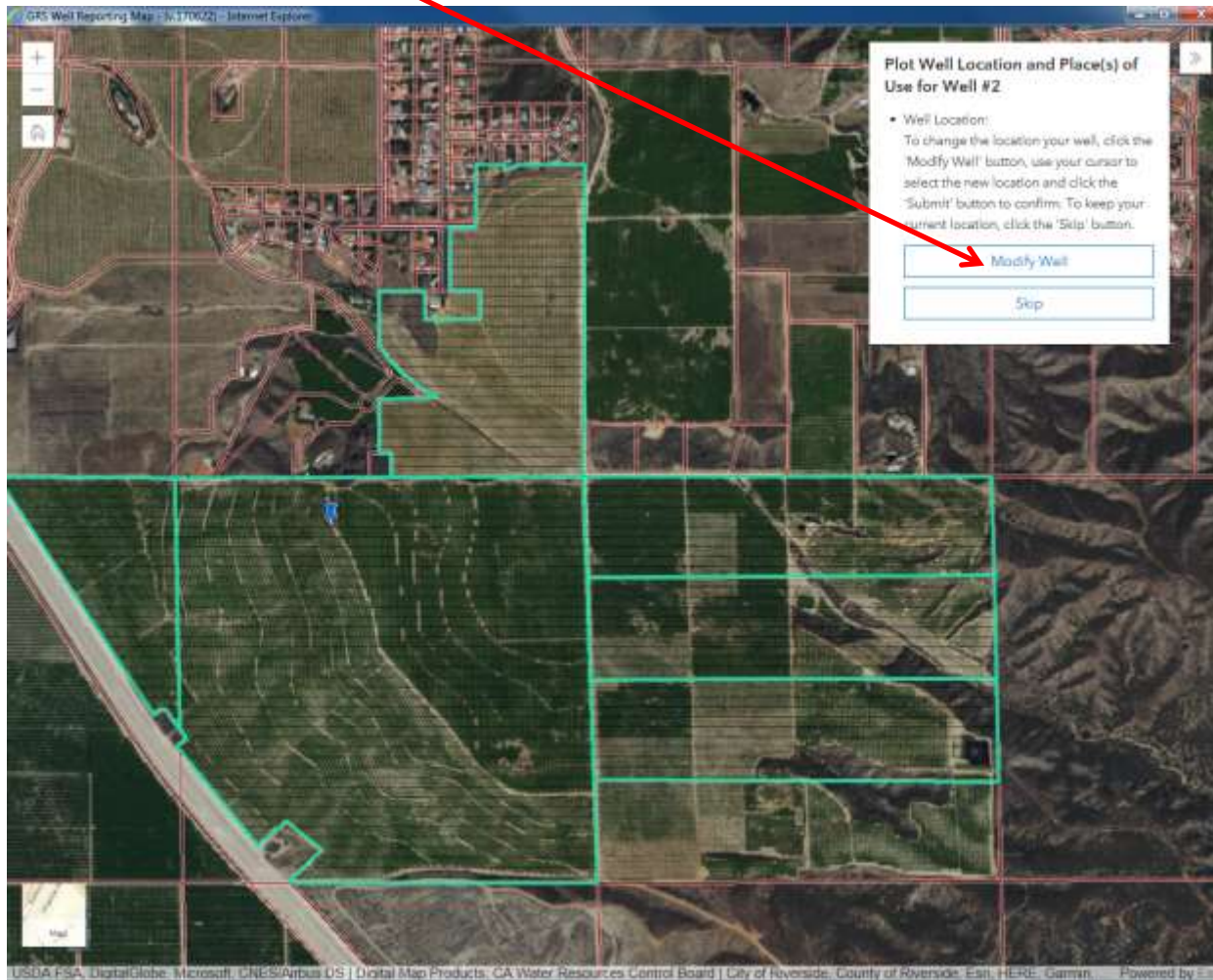
* Lat/Long

* Place of Use APNs

553090029	SBB&M05S01E16
553090029	SBB&M05S01E15
555140007	SBB&M05S01E16
555140007	SBB&M05S01E22
555140007	SBB&M05S01E21

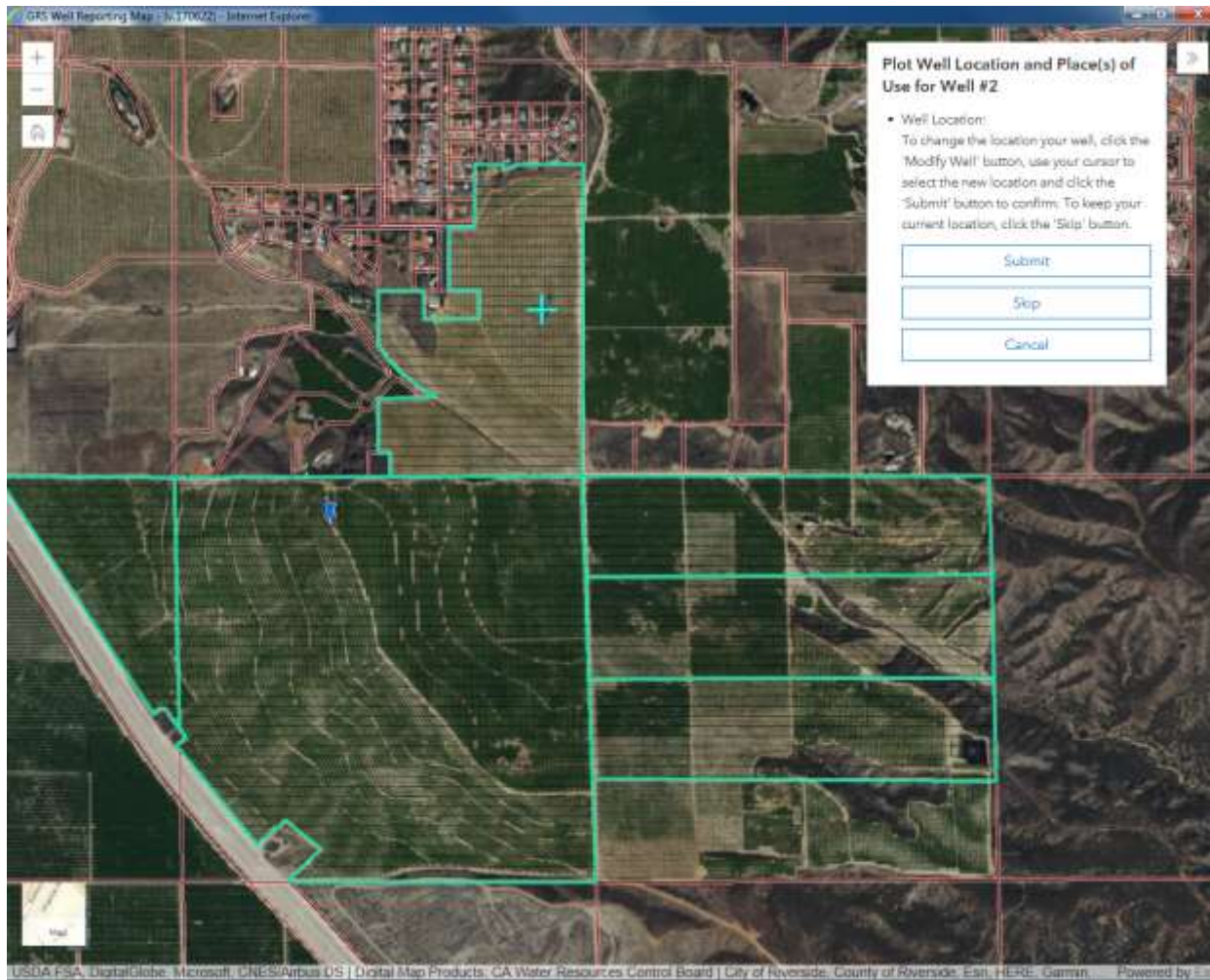
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Step 2. Click the “Skip” button if you do not want to change the well location. Otherwise, zoom to the new well location. Before plotting the new well location you will need to zoom in until the “Modify Well” button is activated (turns from **GRAY** to **BLUE**). First, click the “Modify Well” button. Next, click on the map to select the new well location.



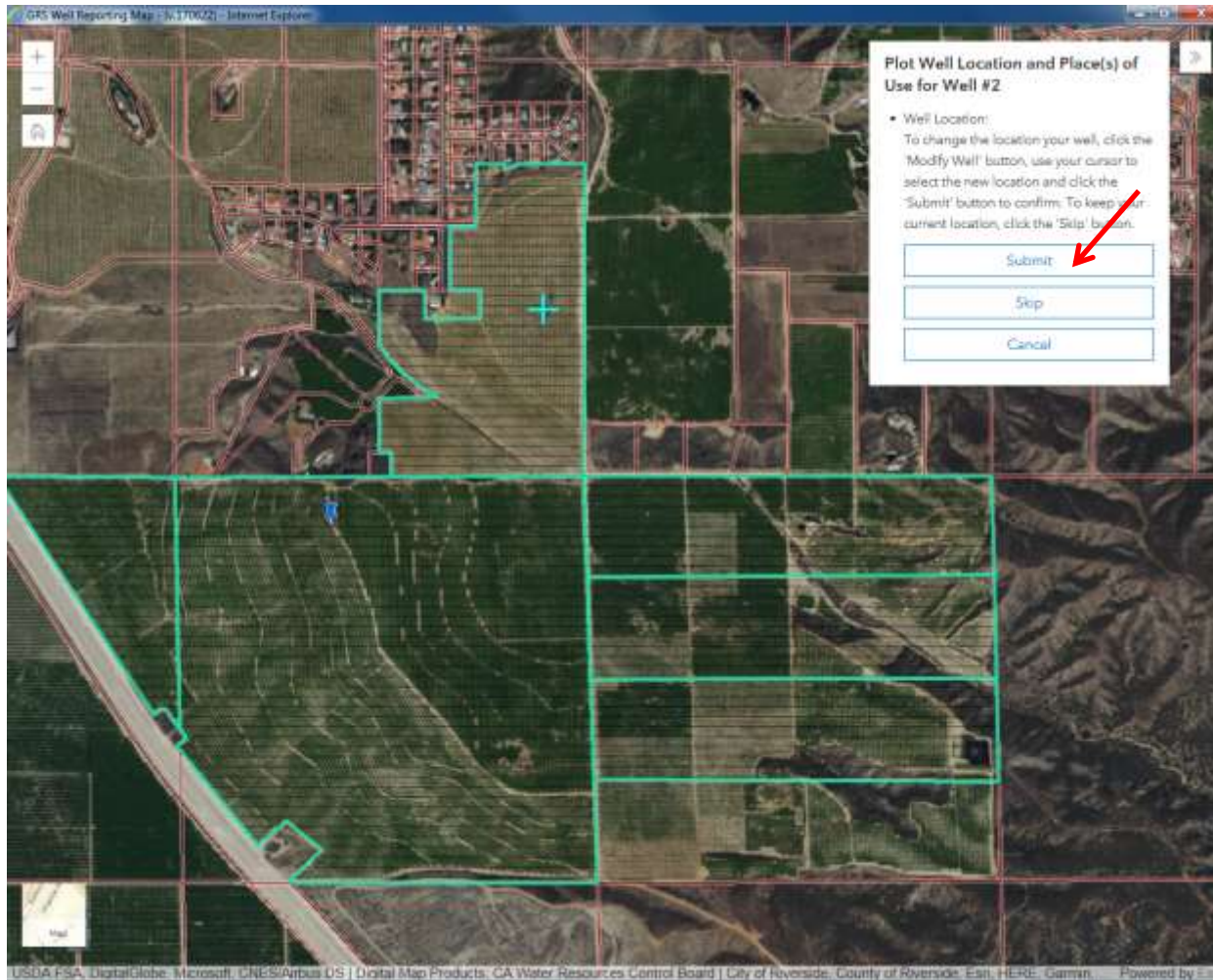
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The new well location will show up as a light-blue “+” sign. The old well location will be indicated with a blue pin.



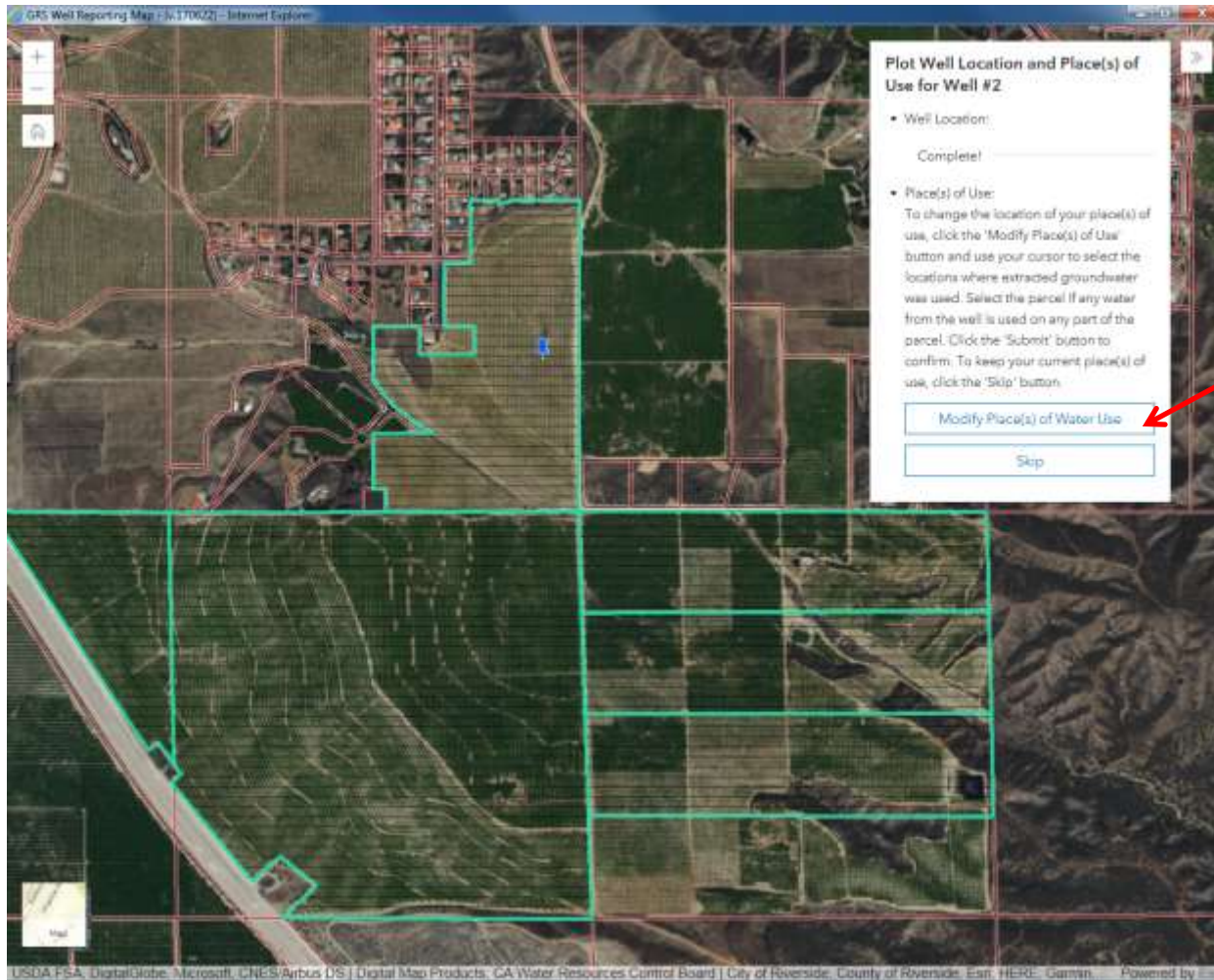
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Step 3. Click the “Submit” button to finalize the new location of the well. You may click “Cancel” if you want to discard the change and start over. Once you click the “Submit” button the old location will disappear and the new location will be indicated by a blue pin.



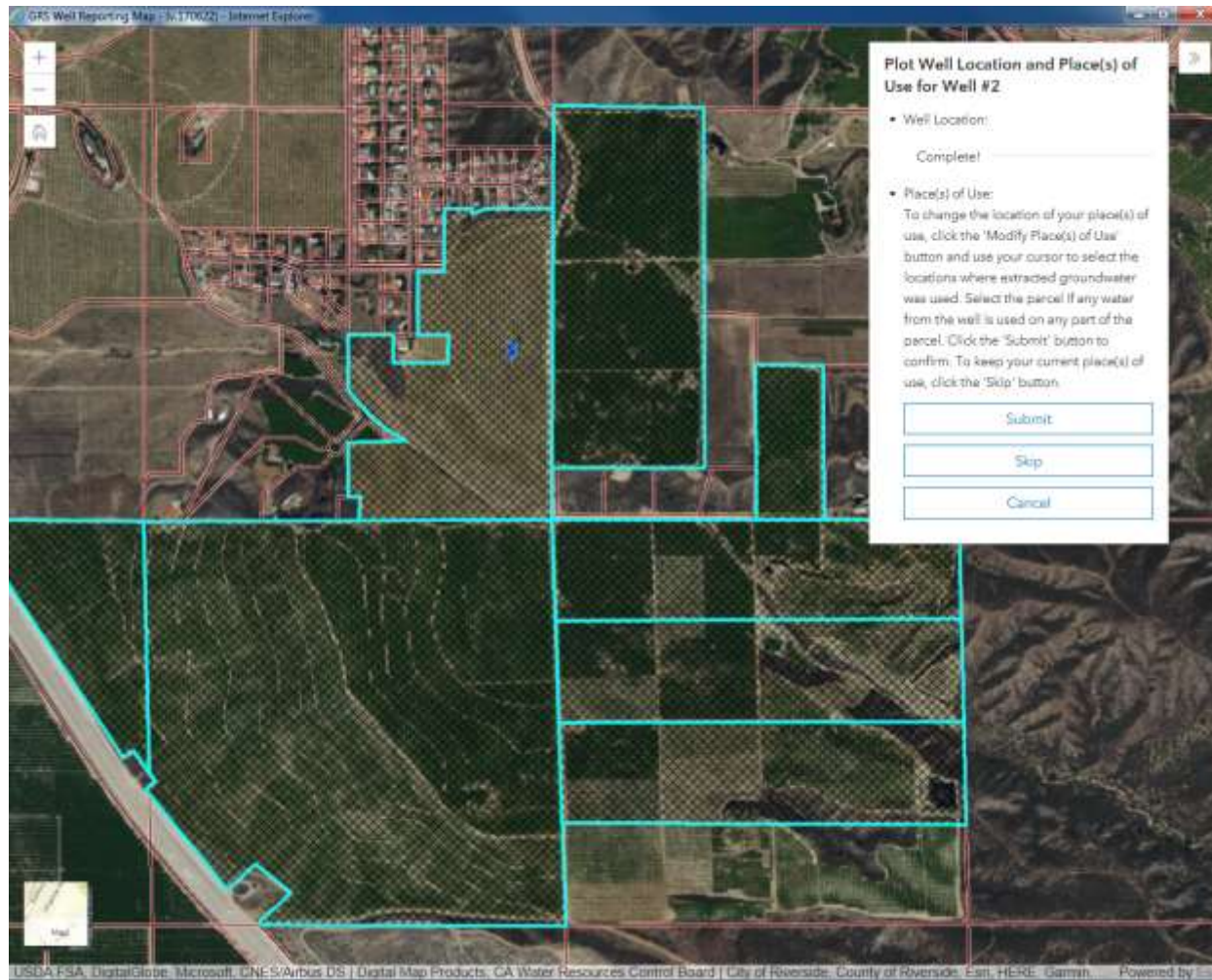
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Step 4. Click the “Skip” button if you do not want to change the place(s) of use. To add or remove a place(s) of use, click the “Modify Place(s) of Use” button. To add a new parcel, use your cursor to click inside the parcel. To remove a selected parcel, click on it a second time.



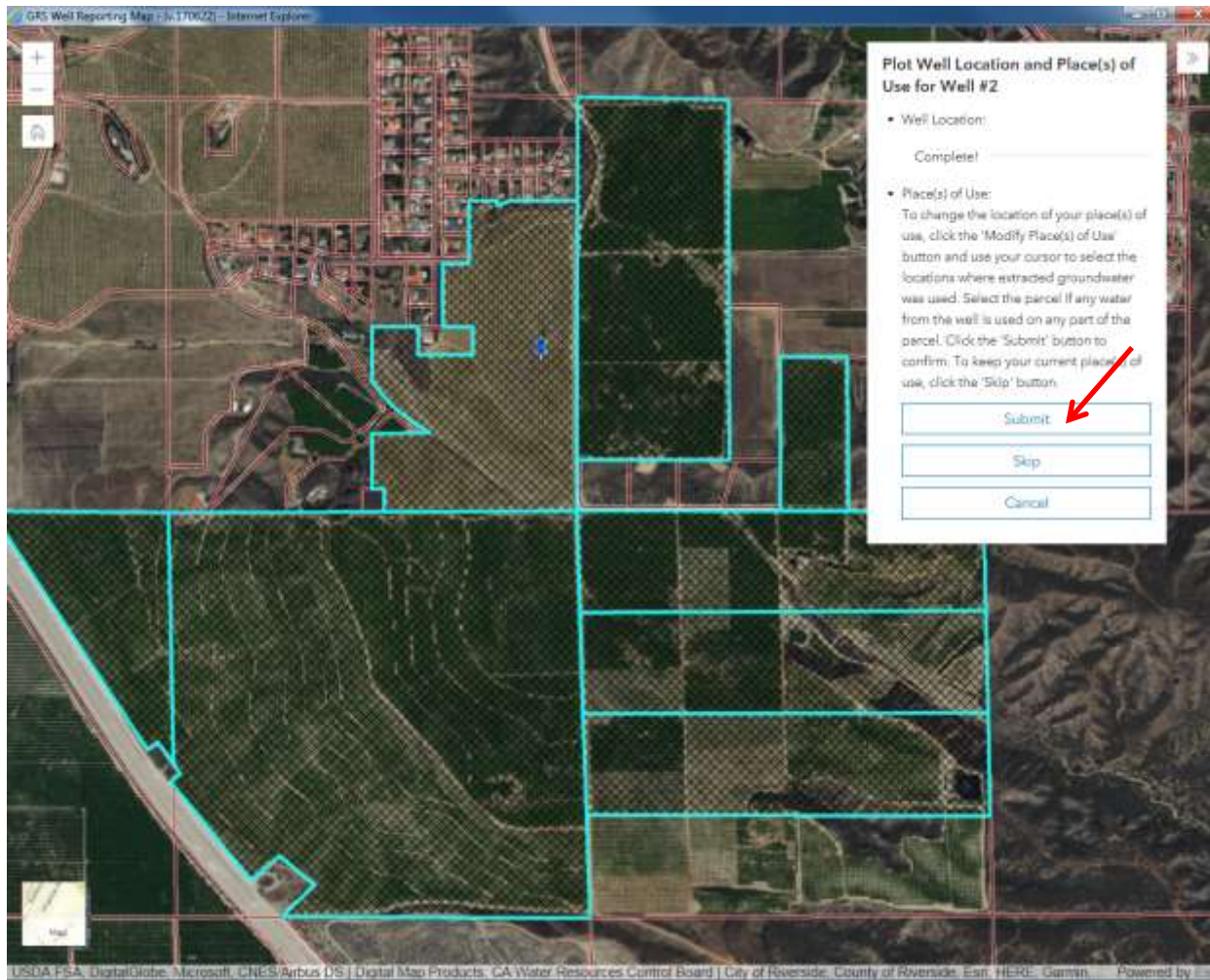
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Selected parcels are indicated by a light-blue outline.



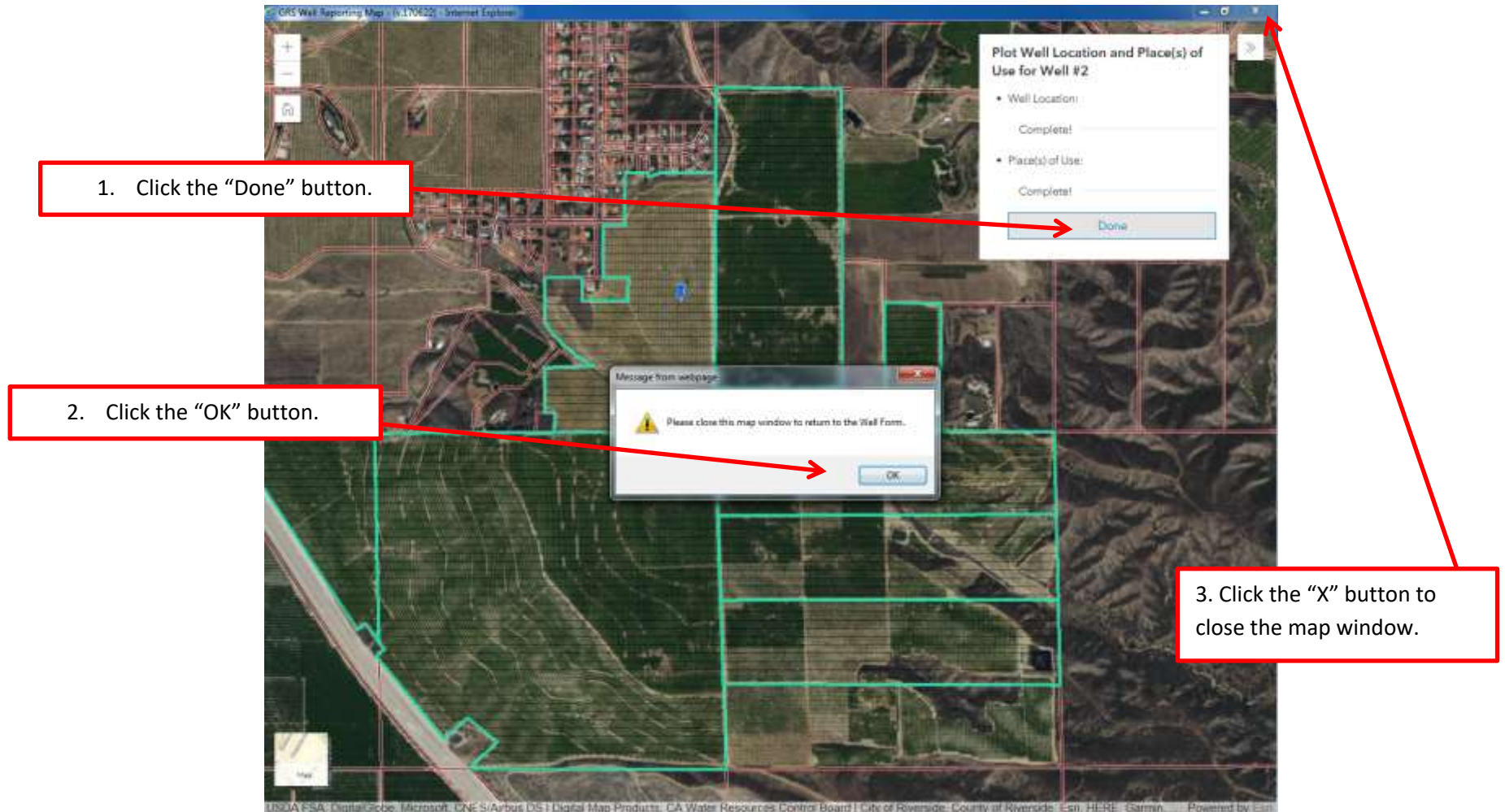
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Step 5. Click the “Submit” button to finalize your “Place(s) of use”. You may click “Cancel” to discard your change and start over.



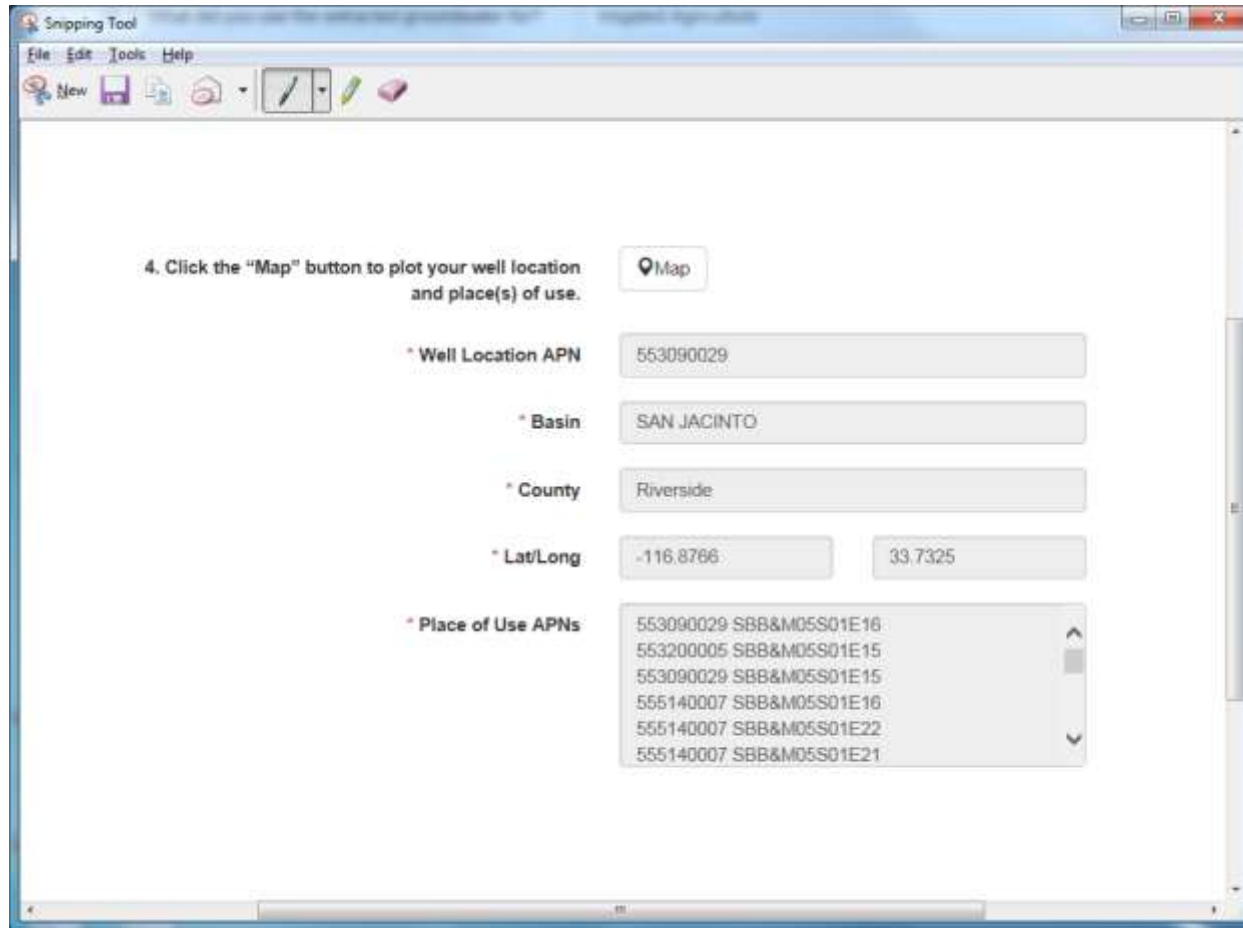
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Step 6: Click the “Done” button to end the mapping process. A message box will prompt you to close the current map. Click “OK” on the small message window. Finally, click the “X” button at the top right corner of the interactive map window to close the window and return to the Well Form.



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Step 7. The updated information will automatically populate the boxes on the Well Form after a few seconds. See [troubleshooting](#) if you encounter problems at this step.

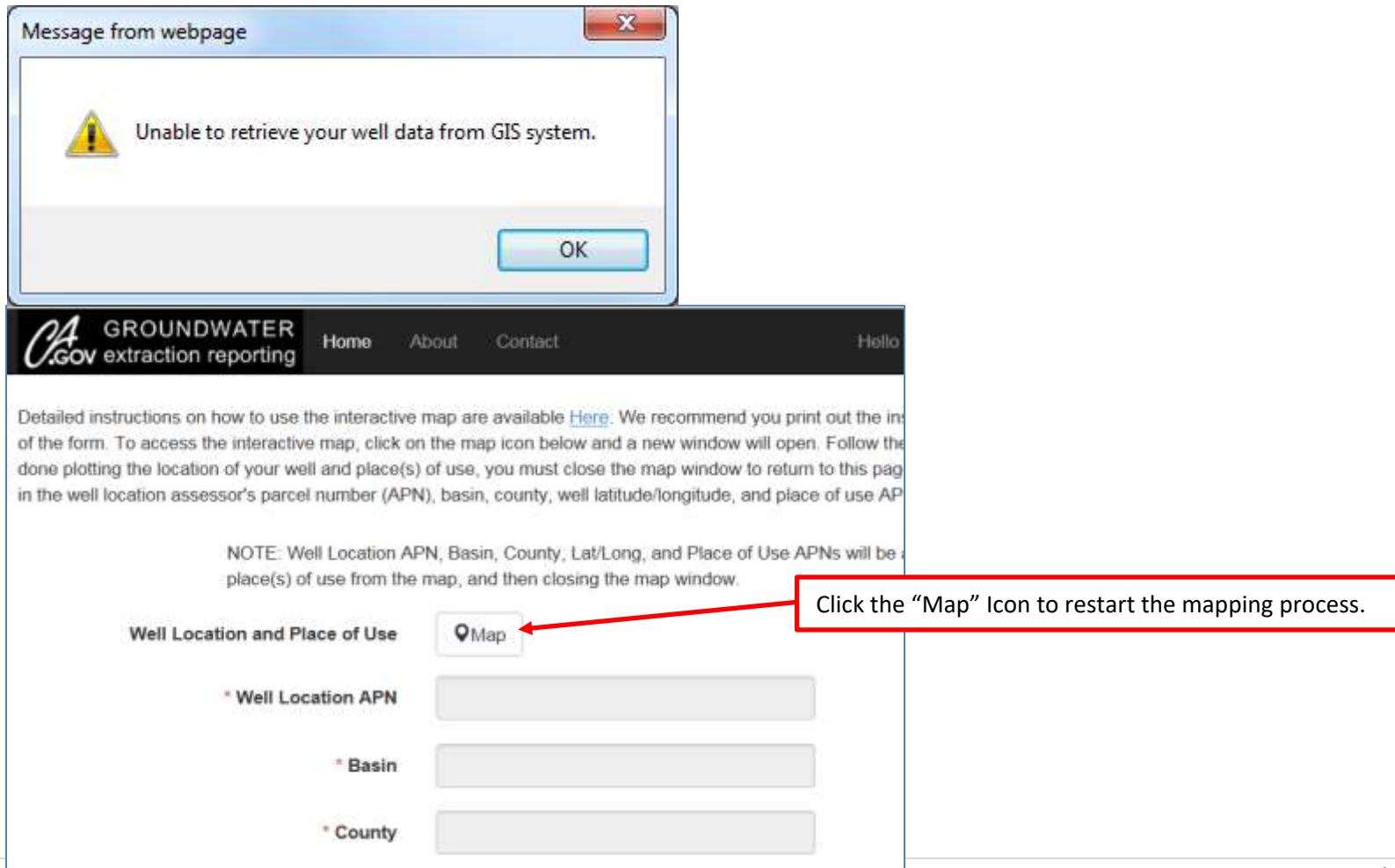


The screenshot shows a 'Snipping Tool' window with a menu bar (File, Edit, Tools, Help) and a toolbar. The main content area displays a form with the following elements:

- Instruction: "4. Click the 'Map' button to plot your well location and place(s) of use." with a "Map" button (location pin icon).
- Field: "* Well Location APN" with the value "553090029".
- Field: "* Basin" with the value "SAN JACINTO".
- Field: "* County" with the value "Riverside".
- Field: "* Lat/Long" with two sub-fields: "-116.8766" and "33.7325".
- Field: "* Place of Use APNs" with a list of six APNs: "553090029 SBB&M05S01E16", "553200005 SBB&M05S01E15", "553090029 SBB&M05S01E15", "555140007 SBB&M05S01E16", "555140007 SBB&M05S01E22", and "555140007 SBB&M05S01E21".

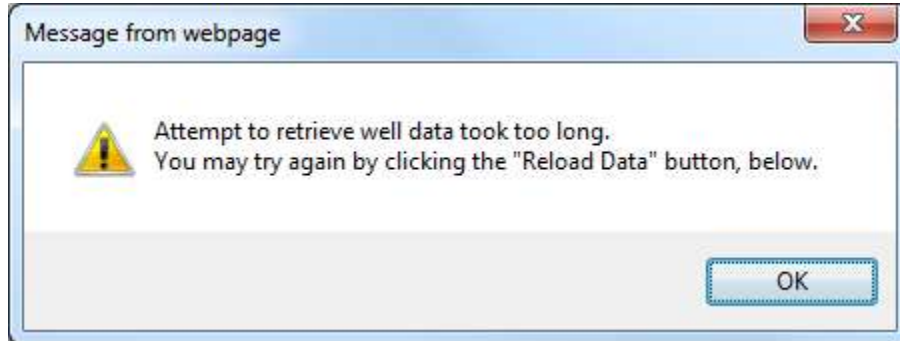
Troubleshooting

1. If there is an issue with the interactive mapping process, you may close the map window and return to the “Well Form” window. You will see an error message stating, “Unable to retrieve your well data from GIS system.” Close this message by clicking the “OK” button, then click the Map icon again to restart the mapping process. If you choose to complete the Well Form at a later time, either click “Home” on the top menu bar to be directed to the “Home” page, or simply log off. You may want to use the Google Chrome browser if the interactive map does not work well in other browsers.



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2. In some circumstances the Well Form may take too long to retrieve information from the interactive map. If this occurs, the error message shown below will appear. You can retry by simply clicking the “Reload Data” button. If you receive the error message again, click the “Reload Data” button again. If the application still does not return the geographic data, you should report this well at a later time. You may want to use the Google Chrome browser if the interactive map does not work well in other browsers.



NOTE: Well Location APN, Basin, County, Lat/Long, and Place of Use APNs will be automatically filled after plotting well and place(s) of use from the [open a GIS map](#) closing the map window.

4. Click the "Map" button to plot your well location and place(s) of use.

* Well Location APN

* Basin

* County

* Lat/Long

* Place of Use APNs
553090029 SBB&M05S01E15
555140005 SBB&M05S01E21
555140007 SBB&M05S01E16
555140007 SBB&M05S01E22
555140007 SBB&M05S01E21

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3. If the text boxes in the interactive map window overlap each other, close the interactive map window to return to the Well Form, reduce the browser font size by using the browser settings, and then open the interactive map window again. The font size of the interactive map window will reduce and the text boxes will no longer overlap. You may also address this issue by zooming in until the red text disappears.

